

Frederick County, Maryland

Request for Proposals No. 12-23

School Bus Passing Violation Reporting System Utilizing Externally Mounted Cameras

December 28, 2011

The Board of County Commissioners of Frederick County, Maryland, (herein referred to as "the County"), is soliciting proposals from qualified firms to provide live digital video school bus violation detection monitoring systems and to maintain and operate said systems. The County wishes to enter into an agreement wherein the successful proposer will provide the County Sheriff with turn-key violation processing services to include all equipment, services, infrastructure and maintenance to issue violations for the enforcement of vehicles overtaking a stopped school bus using a video recording device mounted on the school bus.

Pre-Proposal Meeting

A pre-proposal meeting for discussion of the Request for Proposals will be held at 2PM January 6th in the Purchasing Office at the above address. Although attendance is not mandatory, attendance is strongly advised.

Due Date

Proposals must be received prior to 4:00 pm, Friday, January 20th, 2012 at the following address:

Frederick County Purchasing Department
Winchester Hall, 1st floor
12 E Church Street
Frederick, MD 21701
Phone: 301-600-1047

Office hours are Monday through Friday, 8:00 am – 4:00 pm. Proposals received by the Purchasing Office after the time specified will be returned to the proposer unopened.

Submittals: Interested firms shall submit five (5) (original plus four) copies of its submittal by the deadline stated above. The proposal shall be on single-sided sheets of standard 8 ½ x 11" paper, and **all pages shall be three-hole punched**. Proposals shall not be stapled or permanently bound; rather, binder clips shall be used to assemble sheets.

The Technical and Cost Proposal shall be submitted in separately sealed envelopes and labeled accordingly. Submissions shall be clearly marked, "RFP 12-23 School Bus Passing Violation Reporting System".

Addenda

All changes to the process included changes to the requirements and required submittals will be included in written addenda. All respondents are responsible for checking the website for addenda prior to submitting their proposals.

Questions

All questions regarding the RFP must be submitted in writing and include the RFP number and title. All questions should be submitted to Harold Good, Purchasing Director, at hgood@frederickcountymd.gov.

To maintain the project schedule, all questions must be submitted no later than 4:00 pm on January 13, 2012.

Submittals

Proposals must meet the requirements specified in the Request for Proposal as amended by addenda, if any.

SELECTION PROCESS: This solicitation has been developed in the "Request for Proposal" (RFP) format. A Proposal Evaluation Committee, using the evaluation criteria identified below will evaluate all responsive proposals. Firms may be selected from the proposals received, or if deemed necessary, the County may request an oral presentation from and/or negotiate with a firm or firms deemed reasonably susceptible of being selected for award. Upon evaluation of the technical proposals and interview(s) if required, only those candidates whose technical proposals and organizational qualifications are deemed eligible by the selection committee will have their fee proposals evaluated and become eligible for award of contract. Award will be made to the firm whose proposal provides the greatest value in terms of the identified criteria. The evaluation committee will include representation from the County, the County Sheriff and the Board of Education.

The County reserves the right to reject any and all Proposals and to waive any informality in procedures. The awarding agency, the County, shall be the sole final judge of the relative merits of the competing proposals.

Sincerely,

Harold Good, CPPO
Director, Purchasing Department
Frederick County, Maryland